

**Thorpe St Andrew Town Council
Minutes of the meeting
held on 6 March 2017 at 7.30pm**

131 Present:

Mr I Mackie	(Town Mayor)	Mr J Fisher	(Deputy Mayor)
Mr P Berry	Mr F Bowe	Mr J Emsell	Mrs J Fisher
Miss S Lawn	Mrs T Mancini-Boyle	Mr L Reeves	Mr R Robson
Mr D Sears	Mr J Ward	Mr R Wooden	

Apologies:

Mr M Pickess	Mr N Hancock	Mr N Shaw
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In attendance:

Mr T Foreman	(Town Clerk)	Mrs D Matthews (Committee Officer)
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7 Members of the public and 1 PCSO

132 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

None

133 MINUTES

The Minutes of the meeting held on 6 February 2017 were agreed and signed as a true record.

134 ANNOUNCEMENTS

- (i) The Town Mayor thanked everyone who had attended the recent Civic Service and also Father James for an excellent service and Miss Lawn for refreshments. He reminded everyone that Monday 13 March was Commonwealth Day and that there would be a flag raising event at River Green at 10.00am. He also reported on the Planning Inspector's recent decision to approve the appeal relating to The Oasis which was contrary to the Town Council's view on the proposal.
- (ii) The Town Clerk made the following announcements:
- He had been in correspondence with BT and the Broads Authority regarding the likely disposal of the telephone box on River Green. He had advised BT that the Town Council would wish to see the telephone box remain having regard to its proximity to the river but in the event of them deciding to dispose of the box, the Town Council would wish to take over the box for some form of community use.
 - The "Tour de Broads" would be passing through River Green approximately midday on 30 April 2017 providing a refreshment point for cyclists and that the Mayor and Deputy Mayor had been officially invited to attend. The Scouts would be manning a tent.

- With regard to the donation given to the Girl Guides for their flag, the Guides were currently working on a rebranding and the design for the flag would be finalised after the rebranding.
- Much correspondence had been received by the Town Council regarding parking on verges in the Town and that this matter would be considered by the Finance and Staff Committee.
- Met with Mark Appel from MBA Marine regarding the commercial enterprise planned for River Green, terms outlined in these discussions were tabled for consideration during the meeting.
- The Town Clerk referred to his visits to Cambridge and East Cambridgeshire Councils to discuss their experiences of operating boat moorings and that he wished to record his appreciation of the help and advice he had been given by officers of those authorities.
- The Town Clerk referred to the recent death of Mr Chris Skinner, practice director at nplaw, Norfolk County Council and previous head of Great Yarmouth Borough Council's legal team. Mr Skinner was very highly regarded and would be greatly missed.

135 PUBLIC SESSION (limited to 3 minutes per speaker)

It was proposed and duly seconded that the meeting be suspended to allow members of the public to address the meeting.

- (iii) Norfolk Constabulary – members received an update of logged crimes in the area from the PCSO in attendance for this item. There had been 29 incidents reported in February including, burglaries, thefts, assaults, domestic incidents and use of threatening weapons. In response to questions, the PCSO reported that there had been no connection between the robbery at Hillcrest and recordings of activities in the area. Patrols had now increased in this area. In response to concerns about the time taken to alert the local home-watch co-ordinator of an incident, the PCSO responded that he believed the delays were as a result of the system used and accepted that it would be more effective to raise the matter within 24/48 hours of a crime when people's memories were still fresh. Mr Ward undertook to raise this matter at the next SNAP meeting. With regard to concerns about unlawful use of the old pavilion near White Farm Lane, the PCSO went on to state that regular patrols of the area were undertaken by the on-site resident security staff. It was suggested that these perhaps needed to be varied in their timings. The Police were in contact with Broadland District Council and the developers about the site. It was suggested that boarding up the doors and windows to the pavilion might discourage unlawful entry to and use of the building. With regard to the old hospital premises, the PCSO reported that he had attended the site and that, whilst

access could be gained to the building, there was no way of getting to the upper levels. It appeared that boarding continued to be removed to allow unlawful entry.

(iv) County and District Councillors:

Mr J Ward - the Town Council noted the report from Mr Ward.

Mrs Mancini-Boyle reported that Broadland District Council had at its last meeting, unanimously agreed its budget and that there had been an increase of £5 for a band D property.

(v) Members of the Public:

Mr David Birrell of South Avenue welcomed the proposals for River Green but raised concerns about the potential impact on parking in South Avenue. The verges were becoming very untidy as a result of cars parking on them and he referred to requests some years previous for wooden posts to be erected on the verges similar to those on Hillside Road to restrict parking. He had been advised that Norfolk County Council were responsible for the verges and would not consent to posts being erected. There were mixed views amongst residents on South Avenue about potential remedies as there was a need for parking on the road for residents, visiting relatives and visitors to nearby facilities including the church, shops, cafes and River Green. The current parking situation was causing access difficulties and could ultimately result in emergency vehicles not being able to use the road if needed. He requested that this matter be considered by the Town Council perhaps with a view to considering some form of controlled parking.

Mr Ward referred to his report which set out the County Council's position that they would not install any further bollard/posts or allow residents to do so as it was considered a traffic hazard and caused problems when grass cutting. They would not consider introducing legislation to prohibit parking on verges as the roads in the area were very narrow and this would cause congestion. They would however reinstate verges when they became poor and would be willing to discuss the option of tree planting at the Town Council's expense.

Mr Fisher commented that the verges on Hillside Road were looked after by a resident who planted and maintained them and as a result there had not been any objections to this by the County Council who would otherwise have had to maintain them.

Mr Emsell stated that he was in favour of trying to keep verges looking nice and where possible the Town Council should look to help support residents in this aim. Perhaps tree planting was an option that could be explored. It was noted that the use of yellow lines had in the past been rejected as this would not allow any parking at all. It was suggested that some form of controlled parking for

short stay visits and for residents was desired.

Other Members of the public present also expressed their concerns about the parking situation which they felt would worsen as more people were attracted to River Green with the mooring proposals.

The Town Clerk stated that the Town Council was currently looking at various options for parking in the area around River Green. With regard to use of River Green for commercial mooring, there would be provision for parking at The Buck and no parking allowed on the roadside. With regard to private mooring, again there would be restrictions placed on parking on the road other than to drop off. The Town Clerk also drew attention to potential problems for congestion on the roads if parking on verges was prevented and the difficulties of enforcing any controlled parking regime having regard to the fact that parking enforcement in Broadland was currently undertaken by Kings Lynn Borough Council who had limited resources to police the area.

Mr Martins – raised the question as to whether it would be possible to provide a welcome to River Green sign on the river for boating visitors. The Town Clerk reported that he had raised this matter with British Rail who were not willing for any signs to be placed on the railway bridges. It was hoped that some form of signing could be installed but a suitable location needed to be identified. In response to a question from Mr Martins, the Town Clerk confirmed that he had contacted the Broads Authority again recently about progress on the relocation of John Fox Cottage to River Green but that this was taking some time to finalise. He undertook to chase them again.

136 FINANCE

- (i) Payments List – February/March 2017 - Voucher numbers 1081 - 1174 totalling £25,485.46 were approved and signed.
- (ii) Bank Reconciliation Statement - February/March 2017 - this was agreed and signed as a true record.

137 DRAFT MINUTES OF COMMITTEE MEETINGS

- (i) Plans Committee – 13 February 2017 – noted. Mr Fisher commented on the fact that, following consultation, the Town Council had expressed its support for the serving of a TPO on the Oak tree at rear of 4 Newcastle Close
- (ii) Events Committee - 27 February 2017 – noted. Miss Lawn drew attention to the plans for the St Georges day celebrations on 23 April. Efforts were being made to raise the profile of the celebrations particularly as the celebrations would actually be taking place on St Georges day.

138 MOORING STRATEDY, RIVER GREEN

The Town Council considered the report of the Town Clerk regarding proposals for a Strategy for mooring management and enforcement on River Green, Thorpe St Andrew. He drew attention to the various options open to the Council.

The Mayor thanked the Clerk for a very comprehensive report setting out in detail the options following extensive research. He felt the Town Council needed to take a professional approach to the management and financing of the moorings and proposed that the Council support option 3 set out in the report to introduce a contract mooring management system for the River Green. This proposal was duly seconded and, on being put to the vote, was unanimously supported by all present. It was therefore

RESOLVED that

- (i) the Town Council introduce a contract mooring management system for the River Green as set out at option 3 of the report;
- (ii) the penalty charge be set at £100 with a reduction to £70 for early payment, within 14 days;
- (iii) a commercial Mooring Zone be designated for boats registered with the Town Council – other boats to pay the mooring charge notice;
- (iv) a short stay mooring zone be designated with 24 hour free mooring but no return within 48 hours;
- (v) a private mooring zone be designated for boats registered and approved under agreement with the Town Council – other boats to pay the mooring charge notice;
- (vi) approval be given to the proposed contract terms, signage and procedures (including a data agreement with the Broads Authority) as set out in the report;
- (vii) delegated authority be given to the Town Clerk to make all the necessary checks and minor changes to the proposals as required, to seek legal approval and to implement the mooring management scheme.

139 COMMERCIAL MOORING FEES

The Town Council considered the report of the Town Clerk on the suggested cost per foot for the commercial moorings planned for River Green. The Town Clerk reported that he had met with the electric boat company who were happy with the proposals in the report. It was suggested that the payments be made in two instalments, one at the

start of the year and one part the way through the season. Members supported the proposals and it was

RESOLVED that

- (i) a charge of £20 per foot be made in the first year of the business operating to be reviewed in December 2017 (totalling £1300 for the first season from April to September);
- (ii) this cost to include use of a temporary building on River Green;
- (iii) the boat hire company be responsible for all costs and charges (including utilities and business rates);
- (iv) payments be made in two instalments, one at the start of the year and one part the way through the season.

140 BROADLAND DEMENTIA ACTION ALLIANCE

The Town Council considered the report from Miss Lawn inviting the Town Council to consider becoming part of the Broadland Dementia Action Alliance (BDAA). Miss Lawn explained why she felt it was important for the Town to become a dementia friendly community. The process to becoming a dementia friendly community would take time but would bring many benefits for the local community. She outlined some of the actions she was proposing to begin the process. In supporting the proposals the Mayor said that a dementia café was an excellent way of sharing information and providing support to people affected by dementia. There was support for the proposals from Members and from the Town Clerk who stated that it was important for officers of the Council to also be trained in dementia awareness. On being put to the vote, with all members present in favour, it was

RESOLVED that

- (i) the Town Council agrees to become part of the Broadland Dementia Action Alliance as a dementia friendly community;
- (ii) all Town Council officers and members be encouraged to attend dementia awareness training;
- (iii) the Town Council encourage all local businesses, clubs, church groups, community groups and schools in Thorpe St Andrew to be dementia aware and that representatives of these groups be invited to attend a dementia awareness evening;
- (iv) the Town Council encourages residents/volunteers to set up a Dementia Café

and agrees to donate the room hire and tea and coffee;

- (v) the Town Council formally registers to become a dementia friendly community by completing the online application process and accepting the conditions associated with this.

DATE OF NEXT MEETINGS

Town Council	3 April 2017
Plans meeting	13 March 2017
Finance and Staff	20 March 2017

The meeting closed at 8:30pm

Signed:

Dated:

DRAFT